PETALUMA AND SANTA ROSA RAILROAD COMPANY

TIMETABLE

No. 39

EFFECTIVE SUNDAY, MARCH 3, 1946
AT 12:01 A. M.
PACIFIC STANDARD TIME
(120TH MERIDIAN)

FOR THE GOVERNMENT AND INFORMATION OF EMPLOYES ONLY

C. A. VEALE,
Vice President and
General Manager

H. S. GRAHAM
Assistant to
General Manager

NO. 39

Distance	Stations			Distance
0.00	Spur	T	**SANTA ROSA**	23.21
			2.16	
2.16	Siding	T	Willow Grove	21.05
			3.40	
5.56	Siding		Gravenstein	17.65
			1.00	
6.56	Siding	T	**SEBASTOPOL**	16.65
0.00	Siding	T	**SEBASTOPOL**	7.17
			2.30	
2.30	Spur	T	Molino	4.87
			1.90	
4.20	Siding	T	Graton	2.97
			1.83	
6.03	Spur	T	Ross	1.14
			1.14	
7.17	Siding	T	**FORESTVILLE**	0.00
6.56	Siding	T	**SEBASTOPOL**	16.65
			3.41	
9.97	Siding	T	Cunningham	13.24
			1.99	
11.96	Siding	T	Turner	11.25
			1.87	
13.83	Spur	T	Roblar	9.38
			1.53	
15.36	Siding	T	Stony Point	7.85
			2.75	
18.11	Siding	T	Liberty	5.10
			5.10	
23.21	Siding	T	**PETALUMA**	0.00
0.00	Siding	T	Liberty	5.40
			5.40	
5.40	Spur	T	Two Rock	0.00

T—Telephone.

RULES AND REGULATIONS

SPEED RESTRICTIONS

Trains must not exceed the following maximum speeds (shown in miles per hour).

Between:

Sebastopol and Santa Rosa	20
Sebastopol and Forestville	20
Sebastopol and Petaluma	20
Liberty and Two Rock	15

Speed through crossovers and turnouts must not exceed 10 miles per hour.

The above speeds are the maximum speeds permitted. Slower speeds must be run when otherwise provided for and when conditions make a slower speed advisable.

HOSPITAL DEPARTMENT

Name	Title	Location
Dr. Chester Marsh	District Surgeon	Sebastopol
Dr. Frederick Ems	District Surgeon	Petaluma

YARD LIMITS

Yard limits are established at the following stations:

Petaluma
Liberty
Sebastopol
Forestville
Santa Rosa

1. Safety is of the first importance in the discharge of duty.

2. Employes must render every assistance in their power in carrying out the rules and special instructions and must report to the proper official any violation thereof.

3. Employes must exercise care to avoid injury to themselves or others. They must observe the condition of equipment and the tools which they use in performing their duties, and when found defective will put them in safe condition, if practicable, reporting defects to the proper authority.

They must inform themselves as to the location of structures or obstructions where clearances are impaired.

They must not stand on the track in front of an approaching motor or car for the purpose of boarding it.

4. With Caution—To run at reduced speed, according to conditions, prepared to stop short of a train, motor, car, misplaced switch, derail, or other obstruction, or before reaching a stop signal. Where circumstances require, train must be preceded by a flagman.

5. Conductors and motormen concerned in the movement of trains, must review timetable bulletins and instructions before commencing each day's work.

6. Employes whose duties may require them to give signals must provide themselves with the proper appliances, keep them in good order and ready for immediate use.

7. Color Signals—(a) Red —Stop.
(b) Yellow—Proceed with caution.
(c) Blue —See Rule 14.

8. Hand, Flag and Lamp Signals.

(a) Swung at right angles to track indicates "Stop."

(b) Slight horizontal movement at arm's length at right angles to track indicates "Reduce Speed."

(c) Raised and lowered vertically indicates "Proceed."

(d) Swung vertically in a circle at right angles to track indicates "Back Up."

9. Motor Whistle Signals. Note: "o" is for short sounds; "—" for longer sounds.

(a) o	Apply brakes. Stop.
(b) — —	Release brakes. Proceed.
(c) — o o o	Flagman protect rear of train.
(d) o o o —	Flagman protect front of train.
(e) — — — —	Flagman may return from South.
(f) — — — — —	Flagman may return from North.
(g) o o	Answer to any signal not otherwise provided for.
(h) o o o	When standing, back.
(i) — — o —	Approaching public crossings at grade; to be commenced sufficiently in advance to afford ample warning but not less than one-fourth mile before reaching a crossing, and prolonged or repeated until motor has passed over the crossing.
(j) Succession of short sounds	Alarm for persons or livestock on the track.

10. The explosion of one torpedo is a signal to stop. When an unattended torpedo is exploded, train, after stopping, may then proceed with caution to a point not less than one-fourth mile from point where torpedo was exploded.

The explosion of two torpedoes is a signal to proceed with caution for not less than one-fourth mile.

11. The headlight must be displayed to the front of every train by night, and by day when range of vision is impaired. If headlight fails, a white light must be substituted.

12. Until the headlight of a train turned out to meet another is extinguished, it is an indication that the main track is obstructed. The opposing train must approach with caution, and if the head end of train is clear of main track, it may proceed with caution to the point where the main track may be obstructed.

If, when on siding not clear of main track, to meet an opposing train, headlight is obscured by cars or other obstruction, or has failed, a flagman must immediately be sent ahead to insure protection.

13. When cars are pushed by a motor, except when switching or making up trains in yards, a member of the crew must be on leading car by night displaying a white light.

14. A blue signal or an authorized sign reading "Men at Work," displayed at one or both ends of a motor, car, or train, where it can be readily seen, indicates that workmen are under or about it, and the motor, car, or train must not be coupled to nor moved, nor other equipment placed so as to intercept the view of the blue signals or signs until they have been removed by a workman of the same class, who must again display the signal or sign when necessary to properly protect additional work to be done.

When emergency repair work is to be done under or about cars in a train and a blue signal is not available, the motorman of motor handling train must be notified by a member of the crew and protection must be given those engaged in making the repairs. The same employe must notify motorman when work has been completed.

15. The motor bell must be rung when a motor is about to be moved; while approaching public crossings at grade, beginning sufficiently in advance to afford ample warning, but not less than one-fourth mile before reaching a crossing and continuing until the motor has passed over the crossing.

16. Trains moving in a direction away from Petaluma will be considered northward trains. Trains moving in a direction toward Petaluma will be considered southward trains.

17. A train must not start until the proper signal is given.

18. Extra trains will be governed by train orders with respect to opposing extra trains.

Train orders will indicate the train which is to take the siding.

19. At meeting points trains must stop short of fouling point of switch to be used by the train entering the siding, and will provide such additional clearance to fouling point as is consistent with operating conditions.

20. Within yard limits, the main track may be used without flag protection.

21. Conductors and motormen are responsible for the protection of their trains in both directions.

When a train stops under circumstances in which it may be overtaken by another train, the flagman must go back immediately with flagman's signals a sufficient distance to insure protection.

22. When a motor leaves part of its train on main track by night, or by day where the view is obscured, two torpedoes must be placed on the rail two rail-lengths apart, one-fourth mile in advance of the rear part of the train to warn motormen, and by night a red light must be placed on the front of the rear part of the train. When circumstances require, a flagman must protect motor when returning.

23. When cars are pushed by a motor, except when switching or making up trains in yards, and even then when conditions require, a member of the crew must take a conspicuous position on the leading car.

24. Before kicking or dropping cars over a public crossing not protected by a watchman, or by gates, a member of the crew must take position at the crossing to afford protection to traffic while movement is being made.

25. Main track switches, and other switches equipped with switch locks, must be left locked. Switches not equipped with locks must be left hooked.

26. When a switch is thrown, the employes setting it must see that both points have moved to the proper position. A switch must be fastened as soon as thrown either way; and when locked, the chain pulled to insure that lock is securely fastened.

27. Both the conductor and the motorman are responsible for the safety of the train and the observance of the rules, and, under conditions not provided for by the rules, must take every precaution for protection. This does not relieve other employes of their responsibility under the rules.

28. In case of doubt or uncertainty, the safe course must be taken.

RULES FOR MOVEMENT BY TRAIN ORDERS

29. Train orders will be issued over the signature of the Assistant to General Manager and only contain information or instructions essential to such movements.

They must be brief and clear; in the prescribed forms when applicable.

30. Each train order must be written in full in a book provided for the purpose at the office of the train dispatcher; and with it recorded the time and the signals which show when and from what offices the order was repeated and the responses transmitted. These records must be made at once and never from memory or memoranda.

31. In transmitting and repeating train orders by telephone, the names of stations and direction of extras, must be plainly pronounced, and then spelled.

32. Before transmitting an order to a conductor or motorman over a telephone circuit, the person who is about to receive the order must give his name, train identification and location.

33. When a train order has been transmitted, it must be repeated back to the dispatcher, and when it has been correctly repeated, the dispatcher will respond "complete,'' and indicate the time which should be placed on the order in the space provided.

Train orders and clearances must be shown by the conductor to at least one brakeman, who should signify to the conductor his understanding of the order.

34. Train orders once in effect continue so until fulfilled, superseded, or annulled. Any part of an order specifying a particular movement may be either superseded or annulled.

35. Train orders relating to track conditions, unless annulled, must be respected by conductor and motorman on all trips made during the tour of duty on which such orders are received.

36. When a clearance is issued to a train the number of all train orders, if any, addressed to the train must be shown thereon, and conductor and motorman must know before leaving that the numbers shown correspond with the orders received, and that all information required on the clearance is properly shown thereon.

FORMS OF TRAIN ORDERS

—A—

FIXING MEETING POINTS FOR OPPOSING TRAINS

(1) Extra 504 South take siding and meet Extra 506 North at B.

Trains receiving such order, in addition to order Form B, will run with respect to each other to the designated points and there meet in the manner prescribed by rules.

—B—

EXTRA TRAINS

(1) Motor 504 run extra A to F.

(2) Motor 504 run extra A to F and return to C.

(3) Motor 504 run extra A to F and return to C and report for orders at F.

—C—

WORK EXTRA

(1) Motor 504 work extra six forty-five 645 AM until five forty-five 545 PM between A and H.

The work extra, whether standing or moving, must protect in both directions (outside of yard limits) against extra trains within the work limits.

This may be modified by adding:

(2) Not protecting against northward extra trains.

Under these conditions, the work extra is required to protect against southward extra trains.

(3) Not protecting against extra trains.

Protection against extra trains not required.

(4) Not protecting against extra trains until two forty 240 PM.

Protection against extra trains is not required until 2:40 PM, and extra trains must not enter the work limits before that time.

—D—

RELIEF OF FLAG PROTECTION

(1) Extra 506 North between B and D not protecting against northward extra trains until three thirty 330 PM.

This form may be used to relieve a train of rear end flag protection but must not be used when there is a work extra in the territory named that has been instructed not to protect against extra trains.

—E—

CHECK OF TRAINS

(1) NWP Trains 3 and 4 of ...... have arrived and left Santa Rosa.

This order to be issued to P&SR trains which are required to use the main tracks of the Northwestern Pacific at Santa Rosa in movement to and from the east yard.

GENERAL REGULATIONS

37. Employes who are careless of the safety of themselves or others, insubordinate, dishonest, immoral, quarrelsome, or otherwise vicious, will not be retained in the service.

38. The affairs of the Company must not be divulged nor access to the Company's records permitted, without proper authorization.

39. An employe subject to call for his tour of duty must not absent himself from his usual calling place without notice to those required to call him.

40. Employes of this Company, while performing service or operating trains on the tracks of another railroad, are under the jurisdiction of the railroad on whose tracks the service is being performed.

41. In case of damage to trains or structures involving the security of freight or other Company property, it is the duty of all employes to see that arrangements are promptly made for its protection against loss through pilferage or other causes.

42. Employes are warned not to get on or off a motor or car in rapid motion.

Employes must face the equipment in descending ladders on motors and cars, whether standing or moving.

When a coupling or a movement is being made, employes must not stand or ride between motor and car, or between two motors, either on footboard or on pilot; they must not go between moving cars, or between motor and cars in motion.

If uncoupling lever on one side fails to work, that on the other side must be used. When necessary to change the alignment of couplers, cars must be stopped, and under no circumstances must attempt be made to adjust couplers with foot or hand, or raise lock pin by hand, while cars are moving.

If necessary to make change or repairs to couplers, the action must be understood by all employes who may, through misunderstanding, move or cause cars to be moved; the cars should be separated not less than one car-length to reduce possibility of injury, should they be moved by mistake. Employes should, when possible, avoid standing directly in line with couplers while making repairs.

43. Trainmen standing on top of moving cars must take position about middle of car to avoid falling off in case of sudden stop, jerk, or slack action. When standing on top of caboose they must stand back of cupola.

44. Electric light and power wires must be considered alive at all times. Employes must not depend for their safety on the insulation of wires. Employes noticing dangling wires or wires sagging over track, must avoid coming in contact with them. They must provide, if possible, such protection as will insure the safety of themselves and others, and promptly notify the proper authority.

45. Cars must be left clear of any street or public crossing, and at least one hundred feet from the crossing when practicable, and must not be so left as to obstruct view of an approaching train by the public.

A sufficient number of hand brakes must be set to hold cars; if brakes are inoperative, cars must be secured otherwise. When cars are set out on a grade they must be coupled, if practicable, and in addition to brakes being set, wheels must be blocked.

When wooden cars are stored on tracks without fire protection, an opening of at least forty feet must be made every five car-lengths.

46. Trainmen must be in position to observe their trains while running, particularly while rounding curves and approaching or leaving stations.

47. Each trainman will be held responsible for wheels slid under that part of the train in his charge.

48. A standing train must not block traffic on street or public road crossings longer than five minutes.

49. Cars must not be shoved ahead of motor between stations when it can be avoided. When necessary to do so, speed must not exceed fifteen miles per hour.

50. Switching must be carefully done, and trains must be carefully handled, to avoid shocks from abrupt starting or stopping of cars, or from impact in making coupling, and to prevent damage to cars or contents.

Before fouling any track it must be known that motors or cars on adjacent tracks will clear.

51. The general direction and government of a train is vested in the conductor, and all other persons employed on the train will obey his instructions. Should there be any doubt as to authority or safety of proceeding, he will consult with the motorman, who will be responsible with him for the safety and the proper handling of the train.

52. In case of personal injury, loss of life or damage to property, conductors must furnish reports of facts, with the name and address, and written statement when possible to obtain it, of each person who witnessed or has information concerning the accident.

53. Freight conductors are responsible for the security of freight while in their charge. Seals and fastenings of cars must be examined and record made of imperfect or missing seals, also of seals that may be applied by them.

54. Motormen must know before starting each day's trip that their motor is equipped with the prescribed signals, tools, supplies, and that flagging equipment is in serviceable condition.

55. Motormen must be alert in all matters pertaining to safety and while running must keep a constant and vigilant lookout, carefully note all signals, observe position of switches and derails affecting their movement, and watch for obstructions and defects in track. They must frequently look back for signals and indications of defects in train, especially while rounding curves and approaching or leaving stations.

56. So far as practicable motormen must observe all wigwag and other crossing warning devices, and must report any that are out of order.

AIR BRAKE RULES

57. Standard brake pipe pressure for freight trains will be 65 pounds.

58. Road Air Test. When motor, motor crew and/or train crew is changed, the outgoing motorman must charge the brake system to not less than 5 pounds below standard pressure, make a reduction of 15 pounds, and as soon as the brake valve exhaust closes note the brake pipe leakage which must not exceed 3 pounds in 30 seconds, then increase the reduction to a total of 20 pounds. Trainmen must then determine that the brake is applied on each car. Cars found with inoperative brakes must be reported on Form S-2809, Defective Equipment.

After test has been made and brakes released, trainmen must note that the brake pipe pressure is being restored, as indicated by caboose gauge, before giving signal to proceed and then observe by running inspection that each brake has released.

59. Rear End Test. At any point after angle cock is closed and motor detached or train uncoupled then recoupled and angle cock is opened, rear end air test must be made in the following manner: The motorman must charge the brake system to not less than 10 pounds below standard pressure, make a reduction of 10 pounds, and as soon as the brake valve exhaust closes, signal the trainmen by sound of the motor whistle. The angle cock at the rear of the train must then be opened gradually and with care to avoid emergency action, allowing only enough air to escape to allow the brake pipe gauge hand on the motor to indicate. When the motorman notes the brake pipe pressure falling, as indicated by the gauge, he must signal the trainmen by two sounds of the motor whistle, and the angle cock must then be closed. When the brake pipe pressure has stopped falling the motorman must release the brakes.

60. P&SR will operate on Northwestern Pacific tracks from the interchange in vicinity of Wye at Stop 45 to Santa Rosa freight house, including Tracks 5 and 4. Will also operate on NWP tracks from junction of Sebastopol Line through crossover and the Mead-Clark spur to connection with P&SR yard tracks east thereof.

61. Spring Switches—A spring switch is located on the west leg of the Wye at Stop 45. When making a trailing point movement through this switch and the train is stopped on the switch, reverse movement must not be made nor the slack taken until the switch has been thrown by hand. When the movement has been completed through switch, reverse movement must not be made until the switch point closes.

Running switches are prohibited and sand must not be used while passing over this switch.

62. Weight of cars and contents must not exceed 188,000 pounds except that loads not to exceed 169,000 pounds will be handled on the Two Rock Branch, between Liberty and Two Rock.